MERITORIOUS ADVANCEMENT PROGRAM NOMINATION PACKET

 1430

 26 JAN 2021

From: Directorate For Surgery Senior Enlisted Leader, Walter Reed National Military Medical Center

To: Command Master Chief, Navy Medicine Readiness & Training Command, Bethesda

Subj: MERITORIOUS ADVANCEMENT PROGRAM NOMINATION

Ref: (a) NAVADMIN 031/19

 (b) NAVADMIN 005/20

Encl: (1)Copies of Last 3Years of PerformanceEvaluations

 (2)Personal Awards Received in Current Paygrade

 (3) Copies of Last Three Exam Profile Sheets

 (4)Past 3 Yearsof Physical Readiness Information Management System onPRIMS Data Sheet

 (5) NSIPS Court Memorandum/Record of Non-Judicial PunishmentPrintout.

 (6) NSIPS Member Data Summary Printout.

 (7) BUPERS Online Individual Medical Readiness

1. Per reference (a), Hospitalman(FIRST MI LAST) is nominated for the Meritorious Advancement Program (MAP) for Navy Medicine Readiness & Training Command, Bethesda. In addition to enclosures 1 through 7, the following is offered for consideration.(2h- 2o should not to Exceed Three Total Pages)

2. Member’s Information

 a. Date reported onboard: (DAY MONTH YEAR)

 b. Time in Service as of 1 January: 3 years and 2 months.

 c. Time in Rate as of 1 January: 1 year and 8 months.

 d. Projected Rotation Date: (MONTH YEAR)

 e. End of Active Obligated Service: (DAY MONTH YEAR)

 f. Navy Enlisted Code:0000

 g. Career Waypointstatus: Approved

 h. Primary Responsibility within last two years:

 (1) Assistant Leading Petty Officer, Occupational Therapy (OT) Services

 (2) General Duty Corpsman, Orthotics and Prosthetics (O&P) Services, August-current.

 (3) Work center Supervisor, Branch Health Clinic Red Rover, May 2018- December 2019.

 (4) General Duty Corpsman, Branch Health Clinic Fisher, December 2019- July 2020.

1. Job Performance within last 2years:
2. Assistant Leading Petty Officer, Occupational Therapy (OT) Services

 (a) Directly responsible for providing assistance and support to 50 Joint Service members and civilian providers in OT, while maintaining mission readiness throughout the COVID-19 pandemic. Oversaw clinic operations through supervision of 3 Corpsman inclinical competencies and patient care fundamentals.

 (b) Asserted himself as a critical member of the Rehabilitation Department and OT Services, he adapted seamlessly in dynamic situations, performed at a high level and producedpositive results. He was selected as the Leading Petty Officer for the largest front desk in WRNMMC; front desk performance resulted in adequate scheduling of 80k beneficiaries, in support of 13 specialty clinics.

 (c) Performed as an OT Assistant, which provided direct care to 1,600patients. Efforts resulted in the accomplishment of 320 ultrasound therapies, 400 orthotic fittings, 250 scar management procedures.

(d) Facilitated two in-services with medical service vendors, which educated 20 Civilian staff members and saved the Rehabilitation Department $5k.

1. General Duty Corpsman, Orthotics and Prosthetics (O&P) Services.

 (a) Provided direct clinical assistance and administrative support to 14 Civilian personnel; resulted in assessment, diagnosis, and treatment of 30k beneficiaries.

1. Work Center Supervisor, Branch Health Clinic Red Rover

(a) Led clinic formation for 25 Sailors, which optimized military bearing and drill.

 (b) Work Center Supervisor, oversaw 10 personnel in the completion of 47K labs, 100k immunizations, and creation of 40k military health records with no PII Violations.

(c). OCS Midshipment Team Member, responsible for oversight of 3k vaccination administrations, 750 blood draws, and proper documentation for 750 NROTC “Mid Shipment” officers preparing for OCS.

1. General Duty Corpsman, Branch Health Clinic Fisher

(a) Encouraged 100% medical readiness by conducting 2kphysical exams, suitability screenings, retirement screenings, PHAs, separation screenings, and Officer-specific medical screenings.

 (b) Maximized quality of care for Sick Call patients through performance of 402 medical assessments, 213 telephone consults, and 12k medication administrations. Created 1,209 appointments, which enhanced care and improved health for acute and chronically ill patients.

 j. Leadership:

 (1) As ALPO, trained, mentored, and impacted the Sailorization for three Sailors in OT. Led Bluejacket of the Quarter Board practice, resulting in one DSS Sailor nomination and preparation; two CDBs, resulting in command familiarization and career path; improved physical readiness for 4 Sailors through departmental PT; and fostered positive network with Sailors in Quantico, VA, and Indian Head, MD, which maximized Navy mentorship throughout region.

(2) As the Front Desk Petty Officer for OT Clinic, O&P Clinic, and Physical Medicine and Clinic, he led 8 Sailors and supported 4 Civilians despite daily staffing challenges, including COVIDexposures, quarantine, and alternate work schedules for 11Sailors and 6 civilian personnel. Efforts resulted inscheduling for 960 monthly patients in the National Capital Region.

(3) As the Biohazard Program Manager for immunization, female wellness, medical assessment, and optometry divisions, he educated Staff members on improving waste segregation of 8, 320 gallons of hazardous waste; efforts saved the Command $37,500.

 (4) Hand-selected to input Occupational Therapy Services PERSTAT for 50 Joint Service and civilian members, resulted in 100% accountability for staff members and decreased administrative burdens.

(5) Led 2 Sailors in a 1,556 SqFt clinical redesign, which optimizedOT clinic flow while mitigating COVID-19 risks, and eliminated 10 safety hazardsthough quality control, improvement, and safety for 3,050 patients.

 (6) Educated and instructed 20 Joint Service members and Civilians on real-world Code Blue and Red simulation drills, which enhanced their skills, improved emergency preparedness and response.

(7) Within 17 days, he led 50 Joint Officers, Enlisted, and Civilian personnel from 20% to 98%on Influenza compliance; created a transparency tracker utilized throughout the entire Chain of Command.

 k. Command Climate:

(1) Contributed in 4 Command events for the Junior Officer Council (JOC); raised $600 dollars for suicide awareness and educated 154 Joint Service members and beneficiaries on suicide awareness and prevention skills.

 (2)Raised $797 for the WRNMMC JOC through the sales of 700 Command boo-grams, which increased morale, promoted a conductive and collaborative culture within WRNMMC.

(3)Served as Rehabilitation and Orthopedics Departments CSMADD and JEA representative; attended meetings, communicated updates to Sailors throughout the Department of Rehabilitation, and maximized command involvement for 28 Sailors.

(4) As a participant in a Command Memorial, retirement, and two promotions ceremonies. He fostered a positive impact throughout the ranks by improving the quality of small unit leadership.

 (6) Facilitated 5 team building events that improved culture and teamwork for 6 Sailors and5 civilians.

 l. Collateral duties:

(1) Departmental Just Do It member: identified, corrected, and reported503deficiencies for 175personnel within Physical Therapy, Orthotics & Prosthetics, and Physical Medicine and Rehabilitation. Within OT Services, he maintained 96% Joint Commission compliance, which resulted in national accreditation.

(2) As the Hand receipt holder, effectively managed $345,800 of equipment. Accurately accounted for 98% of equipment in wall-to-wall inventory, which accounted for 136 pieces of equipment across multiple complex environments. Efforts saved the Command $6,300 dollars through equipment tracking and accountability.

(3) As the Supply Petty Officer for the Red Rover Clinic, he managed the immunization division’s supply and equipment budget of $60,000, which ensured the vaccinations of 4kmonthly recruits. Supply procurement efforts led to 100% medical readiness and ability to perform essential medical procedures on recruits.

 (4) As the Training Petty Officer for OT and O&P, he maintained the training and improved a tracker for 64 Joint Service and Civilian personnel; efforts resulted in the streamline of information throughout the entire CoC.

(5) For six months, he solely documented and distributed pseudo folliculitisbarbae shave chit waivers for Recruit Training Command, NMR&TC Great Lakes, and Training Support Center Great Lakes, available to 18k active duty personnel, recruits, and students across a 6 state region.

 m. College degree completed on Active Duty.

 (1) Associate of Applied Science Degree (Achieved August 2020); Basic Dysrhythmia Certificate( October 2020);Medical Assistant Certification; Certified Phlebotomist certification

 n. Community service within the past 2 years.

(1)Boys Scout of America (6 hours); Flag Ceremony (32 hours); Mission continues (7 hours)

 o. Personal Awards (in paygrade) for the last 2 years:

(1) Letter of Commendation; Letter of Appreciation; Certificate of Appreciation

3. Disqualifiers

 a. Court-martial, Non-Judicial Punishment and/or substance abuse incidents within last 24 months, including pending, and/or DUI/DWI cases (provide NSIPS printout): NO

 b. Physical Fitness Assessment failures within 24 months: NO

 c. Delinquent on any qualifications: NO

 d. Substantiated Family Advocacy Program case within 12 months: NO

 e. Returned Career Waypoint quota to separate at End of Active Obligated Service: NO

 f. Any performance trait below 3.0 in the last 24 months: NO

 g. Pending legal or admin separation proceedings: NO

4. Advancement Information

 a. Rating to advance into:HM3

 b. Rating restrictions: None

 c. Number of times participated in advancement exam (current paygrade): 1

 d. Number of times being considered for MAP:1

 e. Previously MAP advanced: NO

5. Comments: Not to exceed one page.

HN \_\_\_\_\_ is in high demand and a Sailor you want on your team. Hehas proven to be an asset and produce tangible results for the Branch Health Clinic Red Rover, Branch Health Clinic Fisher, Directorate of Surgical Services, Department of Rehabilitation, Occupational Therapy Services, and the community. With the unprecedented challenges of COVID-19, he immersed himself in medical knowledge and earned the trust of his leadership to perform as an Occupational Therapy Assistant provided patients with hands on care. In addition, he leveraged his exceptional skills to coordinate care in a dynamic and complex environment resulted in him being nominated for the FY21 Bluejacket of the 1st Quarter, earned increased departmental responsibilities, earned the OT Assistant Leading Petty Officer, and received numerous verbal accolades from staff and patients on his work ethic. In conclusion, HN \_\_\_\_\_\_\_ has consistently demonstrated outstanding performance in two fast-pace and demanding environments performing as a Petty Officer Third Class. Don’t wait and advanced now!

 C.L. JOHNSON